



**Transportation Planning Division
State and Regional Planning
January 2007**

Scope of Work: White Mountains Regional Transportation Profile

Statement of Need:

The Arizona Department of Transportation (ADOT), Transportation Planning Division (TPD), hereinafter referred to as the Department, is seeking the services of qualified firms or individuals, hereinafter referred to as the Contractor, to conduct the White Mountains Regional Transportation Profile, hereinafter be referred to as the Study. The Study will recommend a program of improvements on existing state highway system roadways within the identified boundaries of each Study.

Background:

In 2004 the Arizona Department of Transportation completed the MoveAZ Long-Range Transportation Plan, hereinafter referred to as the MoveAZ Plan. The MoveAZ Plan provides policy direction, performance-based evaluation of capital transportation projects statewide, and planning tools for continued use. It also recommends that an update be prepared every five years. In fulfillment of this recommendation, a series of Regional Transportation Profiles are being developed to address needs on the entire state highway system, and to identify at a planning level the need for new roadway corridors. The Regional Transportation Profiles will provide a technical foundation for the update to the MoveAZ Plan

The White Mountains Regional Transportation Profile will involve a needs analysis of all roads on the state highway system within identified boundaries of the Study. Current conditions will be inventoried, needs assessed, and deficiencies identified. Using the performance-based methods developed for the MoveAZ Plan, the Study will produce a prioritized program of recommended projects. In addition, the Study will examine multimodal needs and identify opportunities to address related deficiencies on the state highway system.

The methodology required to conduct this Study is described in detail in Attachment A, *Regional Transportation Profile Guidelines*. The Highway Economic Requirements System – State 4.0

(HERS-ST) software originally developed for the Federal Highway Administration shall be utilized throughout the study process. HERS-ST is an engineering and economic analysis tool that uses engineering standards to identify highway deficiencies and applies economic criteria to select the most cost-effective program of improvements for implementation. Consultants will be supplied with complete Highway Performance Monitoring System (HPMS) data and files containing Arizona-specific parameters to be applied to HERS-ST. **Please note that these Guidelines are presently being revised.**

The Regional Transportation Profile shall be conducted in compliance with federal guidelines presented in SAFETEA-LU sections 6001 and 6002. The Study shall not require the preparation of any documents in compliance with the National Environmental Policy Act (NEPA). However, the Studies shall be conducted in accordance with NEPA principles and with the ADOT Environmental Overview Guidelines that are included herein as Attachment B.

A consortium of firms under contract with the ADOT Communication and Community Partnerships Division (CCP) shall have primary responsibility for public involvement tasks associated with the Study. The Contractor shall participate in the development of a Public Involvement Plan, in cooperation with a Study Team that, in addition to the Contractor, includes the ADOT project manager, a CCP staff member, and a representative of the CCP public involvement consortium.

A technical advisory committee (TAC) will be formed to provide technical guidance to the Study.

Study Area:

A map depicting the study area described below is included as Attachment C.

The study area for the **White Mountains Regional Transportation Profile** shall encompass the following roadways:

Route	Termini
SR 61	Entire length
SR 73	Entire length
SR 77	Junction with Business I-40 to the junction with US 60
SR 260	Junction with SR 277 to the junction with US 60
SR 261	Entire length
SR 273	Entire length
SR 277	Entire length
SR 373	Entire length
SR 377	Entire length
SR 473	Entire length
US 60	Junction with US 70 to the Arizona - New Mexico border
US 180A	Entire length
US 180	Junction with I 40 to the Arizona - New Mexico border
US 191	Junction with I 40 to the junction with US 180 at Alpine

NOTE: Business routes will be included in all study areas.

Study Objectives:

The objectives of the Study include, but are not limited to, the following:

- Identification of current and future (2030) conditions on existing state highway system roads within the specific study area.
- Identification of needs and deficiencies on existing state highway system roads within the specific study area.
- Identification of need for new roadway corridors within the specific study area, within a buildout timeframe, and without financial constraint. Where need is established, a general location for new corridors will be identified.
- Development of a prioritized program of improvements to existing state highway system roads within the specific study area.

Project Tasks:

The Contractor shall be responsible for the following tasks.

Task 1:

Upon contract award, present and discuss the work plan with the TAC and other key individuals. The work plan will include, at a minimum, a detailed description of Study tasks, schedule, and staffing. The work plan shall be refined, if necessary, as determined by the Project Manager.

Using the methodology described in the Regional Transportation Profile Guidelines, collect and forecast data relevant to the Study. This data shall be documented in

Working Paper 1: Existing and Future Conditions.

- Describe existing conditions in the study area. These will include, but not be limited to: an inventory of current land use patterns, land ownership, travel data, functional classification of roads, access management, roadway conditions, crash history and rates, right-of-way, multimodal transportation use, socioeconomic characteristics, and characteristics of the physical, natural, and cultural environments. **Whenever possible, data will be obtained through existing sources.**
- Forecast future conditions in the study area for the horizon years 2016 and 2030. These will include, but not be limited to: an inventory of current land use patterns, land ownership, travel data, functional classification of roads, access management, roadway conditions, crash history and rates, right-of-way, multimodal transportation use, socioeconomic characteristics, and characteristics of the physical, natural, and cultural environments. **Whenever possible, data will be obtained through existing sources.**

Task 2:

Using the methodology described in the Regional Transportation Profile Guidelines, identify projected deficiencies in the study area for the forecast years 2016 and 2030. This data shall be documented in **Working Paper 2: Deficiencies in the Study Area**.

- Perform a needs analysis of state highway system roads within the study area and identify deficiencies. If warranted, identify areas where projected capacity needs exceed what can be accommodated by improvements to the existing system.
- Perform a needs analysis of state highway system roads as they relate to multimodal transportation (public transportation, bicycles, and pedestrians). The HERS-ST model is limited to highway applications. Therefore, multimodal deficiencies shall be addressed using generally accepted planning criteria and existing databases.

Task 3:

Using the methodology described in the Regional Transportation Profile Guidelines, develop a program of prioritized improvement projects on state highway system roads within the study area. This data shall be documented in **Working Paper 3: Program of Prioritized Projects**.

- Develop a list of proposed improvement projects to the existing state highway system.
- Develop a list of potential new corridors for which need has been established, and their general locations.
- Prioritize projects.
- Using generally accepted planning criteria and existing databases, identify opportunities to address multimodal deficiencies.

Report Requirements:

The Contractor shall provide all deliverables to include reports and all collected data to the Project Manager. The Contractor shall be responsible for making any modifications to the reports and data upon review of the drafts by the Project Manager. In addition, the Contractor is responsible for the following.

Working Papers: shall be submitted to the Project Manager, in a mutually agreed upon format.

- Working Paper 1: Existing and Future Conditions
- Working Paper 2: Deficiencies in the Study Area
- Working Paper 3: Program of Prioritized Improvements

Final Report: The Final Report shall contain the data and explanatory narrative sufficient to document the Study's goals, scope, methods used in the research, activities and issues, results, recommendations and all other requirements specified in this Solicitation. Electronic and hard copies of the Final Report shall be provided in

Executive Summary: The Executive Summary will condense the major findings of the study into a brief document suitable for quick review.

Monthly Progress Reports: At a minimum, these reports shall summarize work to date, problems encountered, proposed solutions, milestones accomplished from the work plan and work to be accomplished.

Invoices: Invoices shall be submitted to the Project Manager upon completion of the following milestones:

- Completion and approval of the work plan
- Delivery of draft Working Paper 1
- Final approval of Working Paper 1
- Delivery of draft Working Paper 2
- Final approval of Working Paper 2
- Delivery of draft Working Paper 3
- Final approval of Working Paper 3
- Delivery of the draft Final Report
- Final approval of the Final Report and overall study requirements
- Completion of tasks related to each round of open houses

Responsibilities:

In addition to the tasks and deliverables described in this document, the **consultant** will be responsible for:

- Participating as a member of the study team in developing all materials used in public involvement activities, to include but not be limited to: public meetings, forums, and stakeholder meetings.
- Providing the technical information needed to produce materials for all outreach activities.
- Taking minutes of all public meetings and stakeholder meetings/interviews.
- Documenting the outreach process in a *Stakeholder Outreach Summary Report*. The report will include any advertisements and press releases distributed prior to the meetings, mailing list, handouts, comments received at each meeting, and associated responses to each comment.
- Attending meetings with the TAC, stakeholders, the public, and others as needed to perform the study tasks.

- Attending coordination meetings with consultants conducting other Regional Transportation Profiles, when requested by the ADOT project manager.

In general, the **consortium** will be responsible for:

- Participating as a member of the study team in developing all materials used in outreach activities, to include but not be limited to: public meetings, forums, and stakeholder meetings.
- Producing materials for outreach activities. Draft materials will be submitted to the ADOT project manager for review and approval a minimum of ten days prior to each public meeting.
- Scheduling meetings.
- Contracting for meeting locations.
- Developing meeting notices. Draft materials will be submitted to the ADOT project manager for review and approval a minimum seven days prior to publication deadlines.
- Developing and placing newspaper ads, if needed. Draft materials will be submitted to the ADOT project manager for review and approval a minimum of seven days prior to publication deadlines.
- Providing relevant data and materials for inclusion in the *Stakeholder Outreach Summary Report*.

In general, the **ADOT project manager** will be responsible for:

- Participating as a member of the study team in developing all materials used in public involvement activities, to include but not be limited to: public meetings, forums, and stakeholder meetings.
- Overall management of the study, including the review and final approval of all materials produced by the study.
- Coordinating with the study team regarding all aspects of the outreach process.
- Providing technical input and administrative guidance, as needed, to the study team.
- Communicating with the TAC regarding meetings, review of working papers, etc.

The Study shall be considered complete upon approval of the Arizona Department of Transportation.